



Good Afternoon! And welcome to the April National School Lunch Program Webinar. My name is Heather Blume and I am a coordinator with the Idaho Child Nutrition Program. In addition to working with the National School Lunch team to conduct Administrative Reviews, I also work on a grant with the Centers for Disease Control to enhance school wellness.



Today our objectives are to go over the recently released policy memos, then to cover a number of program reminders. We will also share some success stories and then allow time for questions.



Please remember that you can count the time spent viewing this webinar as training for professional development. I have included the learning codes applicable to the topics I will discuss today. As a reminder, you need to track training hours in 15 minute increments. There are tracking forms available in MyIdahoCNP under the Download Forms section, or available at the link seen here.



Beginning with policies...



POLICY MEMOS

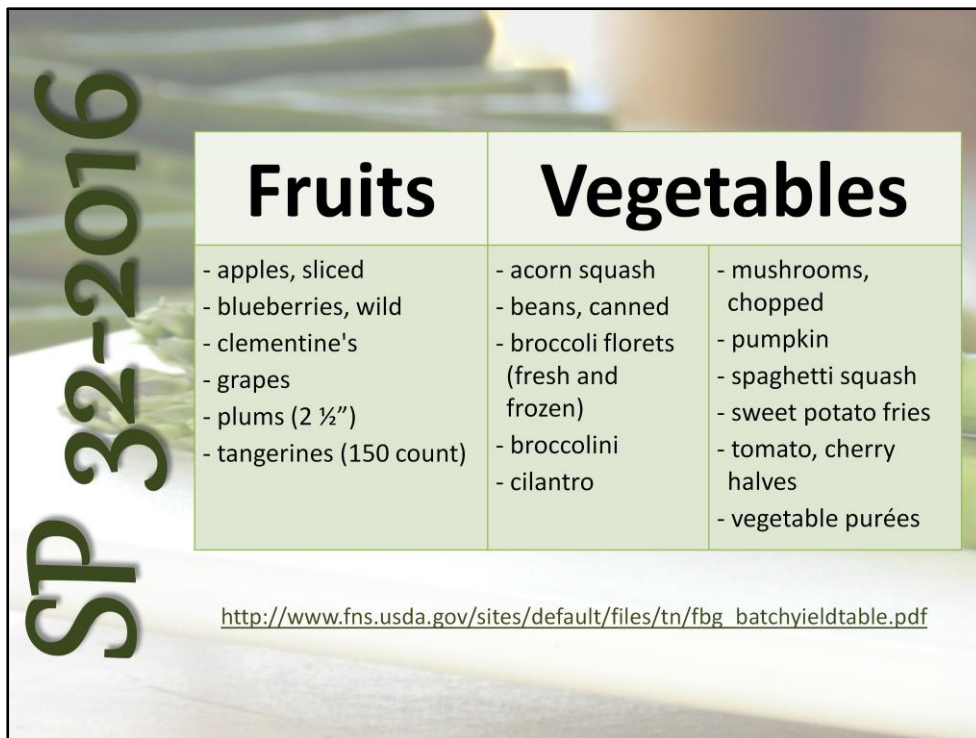
SP 32-2016:

Additional Yield Information for School Meals

TA 01-2016:

Twentieth Release of the Child Nutrition (CN) Database

There are two policy memos that we will discuss today. Those are SP 32-2016, which discusses a study USDA conducted to determine the yield of additional food items and TA 01-2016, which announces the release of the new CN Database.



SP 32-2016

Fruits	Vegetables	
<ul style="list-style-type: none"> - apples, sliced - blueberries, wild - clementine's - grapes - plums (2 ½") - tangerines (150 count) 	<ul style="list-style-type: none"> - acorn squash - beans, canned - broccoli florets (fresh and frozen) - broccolini - cilantro 	<ul style="list-style-type: none"> - mushrooms, chopped - pumpkin - spaghetti squash - sweet potato fries - tomato, cherry halves - vegetable purées

http://www.fns.usda.gov/sites/default/files/tn/fbg_batchyieldtable.pdf

SP 32-2016:

Additional Yield Information for School Meals

In January 2012, the “Nutrition Standards in the National School Lunch and School Breakfast Programs,” final rule was published and required schools to serve a greater quantity and variety of fruits and vegetables and more whole grains/whole grain-rich products. To support the updated meal pattern requirements and assist school food operators with menu planning, an inter-agency agreement was established between USDA, Food and Nutrition Service (FNS) and USDA, Agricultural Research Service (ARS) to conduct analytical yield studies.

Based on laboratory testing conducted by ARS, new yields will be available for the fruits and vegetables seen here. The link for the additional yield information for school meals can be accessed online at the link on the screen. New yields are also available for the following grains items: whole grain and whole grain-rich pastas and parboiled brown rice. The revised grain chart was released in June 2015 and is available in the updated Food Buying Guide.



TA 01-2016: *Twentieth Release of the Child Nutrition (CN) Database*

The twentieth release of the Child Nutrition Database (CN20) was made available on the Healthy Meals Resource System Website on April 5th, 2016. This new release is available to companies who develop software approved by the Department of Agriculture (USDA) for nutrient analyses required in school meal programs.

CN20 contains 1,016 new items from the USDA National Nutrient Database for Standard Reference 28 (SR 28) and 443 new items from eight food companies. All products marked as discontinued in CN19 have been removed from CN20.

Companies with the USDA- approved nutrient analysis software are required to incorporate CN20 into their software by July 5th, 2016. However these companies are expected to distribute an updated version of their software to their current users by the start of the next school year, beginning July 1st, 2016.

The latest release of the CN Database (CN20) is available to download from the Healthy Meals Resource System website at the link seen here. Please contact the Software Evaluation Team if you have any questions or if you determine that a software company is not updating their software to include CN20.



Since those were the only two policy memos this month, we will now move on to a number of reminders.



Our first reminder pertains to CEP. The timeframe to collect data in order to apply for the Community Eligibility Provision was April 1st. If you are not sure whether your district is interested in CEP or not, the State agency recommends collecting and retaining a list of all students who are categorically eligible through direct certification, homeless, migrant, or runaway lists and a list of all students enrolled in the school by eligibility status.



USDA's Food, Nutrition and Consumer Services just released 50 new, mouth-watering recipes for school chefs on our What's Cooking? USDA Mixing Bowl website. Some are existing USDA recipes that were updated, while others are brand new recipes that students will love. These tasty, kid-approved recipes are tailored for large quantity food service operations in 25, 50, or 100 portions. Each recipe includes a nutritional breakdown as well as crediting information on how the recipe contributes toward updated meal pattern requirements for the National School Lunch Program and other USDA Child Nutrition Programs.

The 50 recipes include main dishes and side dishes featuring more nutrient-rich ingredients such as whole grains, dark green, red/orange vegetables, and beans/legumes than ever before. An additional 150 recipes are being developed and will be posted throughout the next year! These recipes will provide a ready-to-go resource for school nutrition professionals looking for delicious, nutrient-rich dishes that will make it easy to meet meal pattern requirements and satisfy hungry kids.

Below is the link to the complete set of recipes here:

<http://www.fns.usda.gov/usda-standardized-recipe>

[Introducing New Standardized Recipes for Schools! \(PDF\)](#)



Beta testing has begun for the new Direct Certification Interface. The State agency will continue working with a few districts over the course of the next few weeks to ensure we have developed a robust and user friendly application. So far, testing with the first couple of districts has been extremely helpful, with reports that the enhanced matching speed, superior matching algorithms and intuitive layout have all been worth the wait! Also, the application is tablet/iPad friendly to allow mobility and real time results.



An additional computer process to be thinking about is the NSLP Renewal Process, which will begin shortly. A notification will be sent once the school year 2016-2017 application is open, so please be on the lookout for that.

Record Retained		Required Documents	Notes
NO	YES		
		SA approval/extension authorization letters <i>if prior to application approval in MICNP</i>	
		Attendance area documentation or boundary map <i>may be located in District office</i>	
		Socioeconomic data of school population <i>State Direct Certification lists, Health and Welfare letters, or Dept. of Labor unemployment lists.</i>	
		Categorically eligible student data <i>including certified lists for DC siblings, homeless, migrant, runaway & foster students</i>	
		Benefit issuance list <i>including any changes in eligibility</i>	
		Calculation of claiming percentages or RACs <i>based on claims entered and automatically calculated in MICNP</i>	
		All approved free & reduced applications	
		All denied applications	
		Verification file <i>validate any changes in eligibility on the benefit issuance list</i>	
		Monthly claims with backup <i>CNP2000 or MICNP claims with daily roster</i>	
		Daily meal counts by student name and eligibility	
		Public release <i>announcing free breakfast</i>	

Provision 2 Base Year Review Checklist

If you are due to extend your Provision 2 Base year, during the renewal process this year, you will be asked to scan and upload your base year documents into MyIdahoCNP so the State agency can perform a desk review during the annual renewal process.

After School Snack Program Review Form

District No. _____
 Participant Name _____

School Name _____
 Date _____

☐ During 1st 4 weeks of Program
☐ Before program end

The Point of Service Counting System Review for the After School Snack Program is completed by observing the meal counting system and asking questions about the process of counting the meals by category. This is to be completed the first four weeks of the school year and again in the spring before the program closes. Keep on file in your office for review by the State Agency.

Yes	No	NA	Question
For All Sites			
			Does the After School Care Program provide children with regularly scheduled educational/enrichment activities in an organized, structured and supervised environment?
			Are records kept showing actual meal counts on a daily basis?
			Is documentation of individual children's attendance taken on a daily basis?
			Do the reimbursable snacks served meet minimum requirements? If snack doesn't meet minimum requirements it cannot be counted on claim as reimbursable.
			Are Production Records being completed daily?
			Is reimbursement claimed for no more than one snack, per child, per day? The counting system must ensure that seconds are not claimed for reimbursement.
			Are meal counts recorded at the point of service?
			Is this program available to any student enrolled in school?
			Is documentation of numbers for the month being completed? Example: F-S-4 form.
Sites Under 50% Low Income Eligibility			
			For the current month, are the daily meal counts on the F-S-4? Are Daily Record of Meals Served for free, reduced, and full-priced meals at this feeding site less than the number of free and reduced applicants and full-priced students enrolled?
			What eligibility categories are overclaimed?
			Justification for overclaim?
			Does the meal counting system count meals according to each individual student's eligibility category of either free, reduced, or full price? No snack count category may be backed out of the other numbers.
			Is there a current master list of approved free and reduced applicants available for reference when counting during snack service?
			Has the roster eligibility category been updated to match changes on the master list of free and reduced students?

Remember to Complete the Second Afterschool Snack Program Review!

<p>Did the person(s) doing the trays receive adequate training on the After School Snack Program? A trained adult must check the snacks at the end of the serving line to ensure that the snack can be counted for reimbursement.</p>	<p>Did the person(s) doing the trays receive adequate training on the After School Snack Program? A trained adult must check the snacks at the end of the serving line to ensure that the snack can be counted for reimbursement.</p>
<p>Is there a trained backup for Point of Service (POS) available when the trained adult is not present? Written meal counting procedures should be available for each feeding site for reference. Tray counts <u>cannot</u> be used.</p>	<p>Is there a trained backup for Point of Service (POS) available when the trained adult is not present? Written meal counting procedures should be available for each feeding site for reference. Tray counts <u>cannot</u> be used.</p>
<p>Are adult snacks being claimed for reimbursement? (Adult meals are not reimbursable)</p>	<p>Are adult snacks being claimed for reimbursement? (Adult meals are not reimbursable)</p>
<p>Is over-identification of free and reduced students taking place? Over-identification due to color-coding, size difference, etc. on the roster or tickets is not allowed.</p>	<p>Is over-identification of free and reduced students taking place? Over-identification due to color-coding, size difference, etc. on the roster or tickets is not allowed.</p>
<p>Is low-income application information of the student's eligibility category kept strictly confidential by all staff members involved with the process?</p>	<p>Is low-income application information of the student's eligibility category kept strictly confidential by all staff members involved with the process?</p>

Snack Served on Day of Review:

Menu	Serving Sizes

Comments:
Write a corrective action plan on all "No" answers and re-evaluate program within 30 days to ensure problems have been corrected. Document date(s) problems are corrected.

After School Snack Leader Signature _____
 Date _____

Reviewer's Signature _____
 Date _____

If you haven't already, remember to complete a second review of the Afterschool Snack Program. We have found a number of errors in meal counting and claiming procedures for Afterschool Snack Programs during Administrative Reviews, so please be extra diligent when communicating with the Afterschool Program Directors.



There is still one more Procurement Training to be held this year. The training is an in-person training on procurement topics that will be held in Coeur d'Alene. The course is called "Procurement in the 21st Century" and is a 2-day, 16-hour course for School Nutrition Program Directors and personnel involved in purchasing and procurement for School Nutrition Programs. The course covers general concepts about procuring goods, products and/or services. Topics covered include: Procurement Principles, Competitive Purchasing, Solicitation of Goods, Products and Services, Contracts and Cooperative Purchasing Groups.



The Idaho School Nutrition Association will be hosting its annual conference here in Boise this year from June 21 to June 24th at the Riverside Hotel. The pre-conference will start at 8:00am on Tuesday, June 21st and offer professional development opportunities for nutrition, food safety, and smarter lunchrooms strategies. The conference will begin with a General Session hosted the evening of Tuesday, June 21st. Expect to see the conference agenda posted to the ISNA website in early May.

For those of you interested in the professional development opportunities offered during the pre-conference, the 8 hour session on Food Safety in Schools is designed to provide school nutrition employees with up-to-date information on food safety. The session contains lessons and activities which allow participants to be actively involved in learning the food safety concepts needed to prepare and serve food safely and to keep school nutrition facilities safe and sanitary. The trainer is provided by the Institute of Child Nutrition and sponsored by the Idaho School Nutrition Association.

The concurrent 8 hour training on Nutrition 101 provides a basic overview of nutrition for all school nutrition personnel. It is information you can use at home and at work. The trainer is provided by the National Food Service Management Institute and sponsored by the Idaho School Nutrition Association.

The third workshop is called “Cafeteria Reinvention: Small Changes that Make a Big Difference” and covers behavioral economics – the practice of altering the physical

environment in order to affect purchasing and consumption behavior – which lies at the heart of the Smarter Lunchrooms Movement. This session is sponsored by the Idaho State Department of Education, Child Nutrition Programs Team Nutrition grant.

We encourage you to share this information with your staff and ***register now***, before school gets out! If you have any questions, please contact us at 208-332-6822 or scharters@sde.idaho.gov.



In case you are interested in the Smarter Lunchrooms Movement, we wanted to share a little more about the presenter for the “Cafeteria Reinvention: Small Changes that Make a Big Difference” workshop presented by the Cornell Center for Behavioral Economics in Child Nutrition. We are pleased to announce that Adam Brumberg will be our guest speaker at ISNA this year.

Adam is a Research Specialist in the Charles H. Dyson School of Applied Economics & Management at Cornell University and the Deputy Director of the Food and Brand Lab. He works directly with Brian Wansink and the Cornell Center for Behavioral Economics in Childhood Nutrition (BEN) co-director David Just, to coordinate academic and industry research conducted by both the Food and Brand Lab and the BEN Center. Adam joined the Food & Brand Lab after a lengthy marketing/sales career in the wine industry during which he worked with all the links of the distribution chain as well as acting as a marketing/research consultant to a variety of industry and non-profit clients. He is currently conducting research on how to adjust to an empty nest, given he has 2 daughters in college.



Just prior to the ISNA conference, the NSLP Team will be holding an NSLP 101 workshop on Monday, June 20th. This course will last all day and count towards mandatory training. You may have noticed that the format of training has changed. The format of training has changed for several reasons, first and foremost we want it to be more beneficial to all sponsors. The training is taking on a workshop format so that sponsors may use the time gathered in training to actually take the information presented and apply it then and there. Rather than taking time out of your busy schedule, we would like to designate specific time for sponsors to work on the necessary administrative tasks in an environment that provides the opportunity to ask the State agency questions as they arise during the work session.

We would also like to foster district to district communication so that districts with similar sizes and challenges have the chance to discuss different strategies and solutions. By asking for sponsors to bring their menu documents and financial documents it allows those who have limited experience in these areas to see multiple examples of strategies they might apply in their own district.

Lastly, by making sure that everyone is familiar with these documents and where to find them, we hope to relieve the burden of the Administrative Review itself. New sponsors will benefit from being exposed to the necessary documentation and the districts that separate program administration from meal service duties will benefit from understanding what their counterparts do.

None of the documents requested for training need to be hard copy and the State agency will not be keeping any of the work you complete during the training. We simply want you to have a way to access them during the NSLP 101 Training. With that in mind, please be prepared to bring program documents in order to participate in the hands on activities planned for the training. You are also encouraged to bring a computer or mobile device with access to MyIdahoCNP. The training will be held in the Joe R. Williams building in downtown Boise and if you have questions about the training contact TJ Goodsell with the State agency.



In order to optimize training, the NSLP Team would like to determine training needs for the upcoming year and this survey will help to prioritize important training topics. We anticipate the survey will be sent out next week and we would like all sponsors to participate.



The Child Nutrition Programs is now accepting grant applications for Idaho elementary schools to implement USDA's Fresh Fruit and Vegetable Program (FFVP) for school year 2016-2017.

In order to be eligible for the FFVP, schools must:

- Be an elementary school (eligible students are pre-K through 6th grade)
- Operate the National School Lunch Program
- Have more than 50% of students eligible for free/reduced priced meals
- Submit a complete application

Elementary schools with the highest free and reduced price enrollment will be given priority during the selection process. Schools are awarded between \$50.00 and \$75.00 per student for the school year in order to purchase fresh fruit and vegetable snacks.

FFVP schools are required to provide free fresh fruit and vegetable snacks throughout the school day. The goals of the FFVP are to increase students' consumption of fresh fruits and vegetables, to expand the variety of fruits and vegetables that children experience, to positively impact their present and future health, and to create healthier school environments by providing healthier choices for students.

For more information on the Fresh Fruit and Vegetable Program requirements or for a copy of the Fresh Fruit and Vegetable Grant Application, please visit our Grant

Opportunities home page at <http://www.sde.idaho.gov/topics/grant-opportunities/index.html> or contact Child Nutrition Programs at 208-332-6820. FFVP applications must be mailed (postmarked) or e-mailed by April 29, 2016. You will receive an email confirming the receipt of your grant application within 2 business days.

Summer Food

May 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

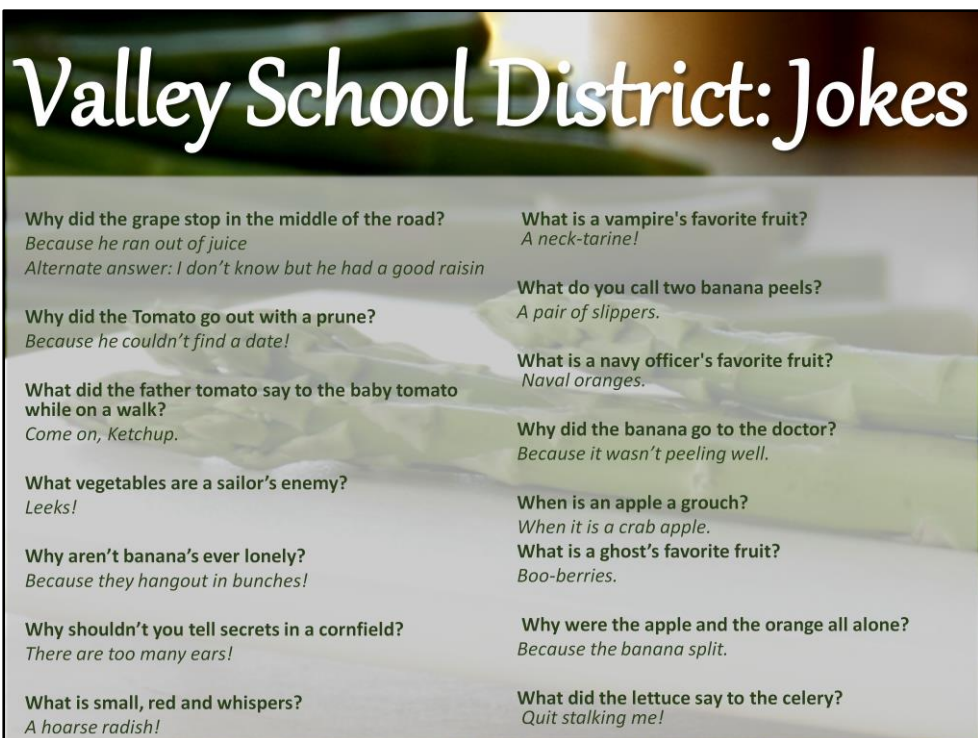
Our last reminder this month pertains to the Summer Food Service Program. Thanks to everyone who attended SFSP training over the past two weeks! Applications are due to the State agency by **Friday, May 6th**. Please contact Angela Kraft at 208.332.6819 with any questions.



We will now move on to some success stories



Our first success story is a Silver HUSSC Award that was awarded to Perrine Elementary School in the Twin Falls School District. The Food Service Director Lori Reith and the team at Perrine Elementary worked hard to make sure that the school met the standards, so congratulations to Perrine Elementary!



Our second success story for this month is the creative way that the Valley School District engages students in the cafeteria. Each morning the food service staff put a joke or riddle on the white board for students to read. Students love this so much that they will stop in the breakfast line to ask where the new joke is if it hasn't been updated. One way you could use this type of engagement to encourage the consumption of fruits and vegetables is with fruit and veggie jokes! Just make sure to serve the fruit or veggie the day you highlight it in your joke. You can see some examples of fruit and veggie jokes here.



That is it for today's webinar. If anyone has questions, please feel free to type them into the sidebar and I will answer them now.



Thank You for Attending

Please contact Child Nutrition Programs at 208-332-6820 if you have any questions regarding the information in this webinar.

Disclaimer: Accuracy of the information shared today is guaranteed only as of the recording date. USDA may issue more guidance or further clarification regarding items discussed in today's webinar.

Thank you for attending today's webinar. Please contact Child Nutrition Programs at 208-332-6820 if any additional questions arise regarding the information in this webinar.

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- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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